ROUTING AND RECORD SHEET

SUBJECT: (Optional)

OTE Association with Applied Learning

FROM:			EXTENSION	NO.	
C/ISTD				OTE 88-3406	STAT STAT
				DATE 14 June 1988	

TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)	
	RECEIVED	FORWARDED			
1. EXA/DDA	14 JUN 1988			OTE is prepared to give Judge Webster a demonstration of Interactive Video if he is interested.	STAT
2. DDA					
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DDA/REG LOGGED

FORM 1-79 **610** USE PREVIOUS EDITIONS

13 June 1988

OTE 88-3406

Memorandum For: Deputy Director of Administration

From   : Director, Of Training and Education

Subject   : OTE Association with Applied Learning

1. The Offices of Training and Education (OTE) and Information
Technology (OIT) have had a joint contract arrangement with the Applied
Learning International (ALI) and with its predecessor companies, DELTAK and
Advanced Systems, Inc. (ASI) for the past several years. Both OTE and OIT
use ALI videotape and multimedia courses on information systems and automatic
data processing to complement in-house offerings, to provide courses on
material that is not offered through Agency classes, or to provide an
alternative form of instruction to Agency staffers.

2. Although ALI offers a wide range of training services in several
formats, the more popular types of courses for our purposes have been in
video training courses and multimedia courses. These courses are placed in
OTE's Headquarters Learning Center, Room GF39. They can be used at this
location or checked out by the employees. Selected videotapes from these
series are frequently broadcast over the Agency cable system. Some of the
more recent courses acquired from ALI are:

         The Project Management Series
         Management Strategies for Office Automation
         User Responsibilities in Information Management
         Computer Security Strategies

3. OTE's Leadership Development Division is considering use of ALI
courses in conjunction with management training. The Information Systems
Training Division may make use of ALI's Instructor-Led Training programs in
FY-1989 for its two-day ADP seminar series. New courses on interactive
videotape and computer based training are regularly reviewed for acquisition
by OTE's Computer Based Training Group and OTE's Secretarial Training Branch.

4. The total FY1988 cost for all 918 course months will be $50,490.

STAT

Stanley M. Moskowitz

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